



Aquatics Coordinator **City of St. Cloud Wading Pools**

Highlights

Delivering quality park and recreation opportunities to our community is serious work and serious fun! St. Cloud Park & Recreation is recruiting a positive, enthusiastic, safety-conscious, and customer-focused individual that is looking for an opportunity to grow their leadership skills and has a passion for water safety! As an aquatics coordinator, you will have fun while supporting a safe environment to provide our community with a safe, fun space in the water to thrive.

Competitive Pay

Gain Leadership Experience

Make a Difference in the Community

Pay

- \$18-22 per hour
 - Pay rate based on qualifications and experience
- Part-Time, Seasonal, Not Benefit Eligible

Hours of Work

- 2023 Wading Pool Season: June 13th – August 13th
 - Hours start in early May for recruiting, training, and planning
- Hours include days, evenings, weekends, and holidays
- Work anywhere from 10-39 hours weekly!
- Hours may be limited by inclement weather.

Typical Duties Performed

- In the event of an emergency, respond quickly and effectively with the appropriate training.
- Assist Recreation Programmer with recruiting, interviewing, and hiring of aquatics staff.
- Onboard, train, schedule, and constantly evaluate aquatics staff.
- Advise the Recreation Programmer of unsafe conditions and take actions to correct them in the absence of the Recreation Programmer.
- Maintain a positive work environment and sets an example of conduct and professionalism for youth program staff.
- Coordinate and lead meetings for all aquatics staff.
- Assist in concession/wading pool scheduling and supervising.
- Set up and maintain clean facilities at all locations, including but not limited to wading pools, pool decks, office space, concessions stand, etc.
- Record and deliver daily cash deposits.
- Order and document concessions products.
- Assist Recreation Programmer in the promotion and execution of programs and special events.
- Create/compile evaluations staff and participants, monthly and year-end reports.



- Work aquatics shifts as needed in case of staff absence or unavailability.
- Make decisions in an effective and efficient manner.
- Attend weekly meetings with Recreation Programmer.
- Show professionalism in all aspects of the job.
- Maintain confidentiality with co-workers, participants, and the public.
- Other duties as assigned.

Qualifications

What is needed to apply for this job?

- Job seekers should be age 18 or older
- Current CPR-AED/First Aid certification
- Current Lifeguard certification
- Weekend availability
- Ability to lift/move 50 pounds
- Ability to complete tasks without supervision
- Reasonable physical shape
- Leadership, decision-making, and public relations skills
- Proficiency in Microsoft Office products including Outlook, Word, and Excel

You May Be a Great Fit if You Have:

- Ability to display courtesy, patience, and friendliness
- Participated in activities, sports, clubs, or other groups
- Have previous lifeguard or swim team experience
- Availability to work a variety of hours, including daytime, evenings, and weekends

Here's what staff members have said about working at St. Cloud Park & Recreation:

"I appreciate the flexibility of scheduling time for me to work, and they understand that we have other things we may need to take care of."

"I like working here because of how friendly my coworkers are and because each shift is different, so working here is never boring."

Located in central Minnesota, the City of St. Cloud is home to about 80,000 people. St. Cloud Park & Recreation boasts 98 parks and offers special events and programming for all ages. As a department, Park & Recreation employs an average of 23 full-time year-round employees, 25 part-time year-round employees, and 100+ part-time seasonal employees between park maintenance, Munsinger/Clemens Gardens, Lake George Municipal Complex, Aquatics, and Whitney Recreation Center and Sports Complex. Visit our website to learn more at <https://www.ci.stcloud.mn.us/1833/Park-Recreation!>